

A G E N D A

NYC DEPARTMENT OF BUILDINGS

1. Follow-up Items

A. Fire Pump Testing

The general procedure for pump acceptance testing in relation to standpipe flow testing needs to be clarified. Currently both tests are combined and really are more of a standpipe flow test than a pump acceptance test. Could we resurrect the bulletin that was supposed to go out a few years back?

DOB is reviewing Industry comments and will share the final document once review process is complete.

2. Updates to Boiler Inspection Reports in DOB NOW: Safety

https://www1.nyc.gov/assets/buildings/pdf/safety_boiler_updates_sn.pdf

Tarek Khalil, Director of DOB's Boiler Unit, provided an update on Boiler Inspection Reports.

THE PLUMBING FOUNDATION

1. New Site Safety Training (SST) Card Requirements

As of January 1, all new SST cards and replacements for lost SST cards must be issued through the Training Connect platform. No date has been established for reissuance of existing SST cards.

2. Licensing Unit Issues

DOB Service Level for appointments is 15 days depending on volume and staffing. Currently we are at a few days. Cards are issued on the spot.

3. [Service Notice Follow-up # 5 on LL 152](#)

DOB is to schedule a separate meeting to discuss exemptions.

MECHANICAL CONTRACTORS ASSOCIATION OF NY, INC.

1. License Renewals

Has the Department eliminated the requirement to upload insurance documents if insurance is current? Is the LIC51 still a required item? What is the biggest item with rejections?

The renewal process timeline is three weeks. All business change requests should be submitted as they happen and in advance of the renewal.

2. Are there any circumstances that DOB allows for where an LMP or LMFSC can pull permits for work but subcontract it to another entity?

No, the licensee who pulls the permit is responsible for all work.

3. Is the Department revising the information that is collected on FP 84, 85 and 86? If so, is there a possibility of reviewing the revisions and providing input?

FP 86 guideline and forms will be released based on the 2014 Code in a form of a Building Bulletin or a Service Notice. The form and guidelines will be shared with the Industry.

4. Does the Department have a position on automatic breach valves? At the request of an owner, a LMFSC contractor was recently asked to remove valves that had been recently installed.

ABC valves are not addressed in the Code. There were some site-specific approvals. However, at this point, the Department is NOT approving the valves for new installations.

Alterations to fire protection systems, including removal of existing valves, must be filed in accordance with the Code and performed by licensees.

MASTER PLUMBERS COUNCIL

1. Follow up Items

A. Build Issues regarding PAAs

DOB awaiting Industry examples for review and follow up.

B. Withdrawals and Supersedes

- I. There is nothing in the Code that speaks to the number of owner signatures on an application. The new licensee is required to state that they are acting on the behalf of the owner.

DOB is to address this issue in a separate meeting.

- II. Replacement of existing gas appliances and gas repairs

DOB is to address this issue in a separate meeting.

C. Code Conflicts and Interpretations

Code conflicts and interpretations regarding the use of domestic water systems to supply a sprinkler system

The water supply requirements for fire protection systems are established in the Building Code and appropriate reference standards (NFPA 13, 13D, and 13R). The allowance for domestic water is limited by characteristics such as building occupancy group, height, and size of the system.

2. Inspection Requests

A. Required Information to be Provided by the Licensee

Recently, inspections have been cancelled with the stated reason being that the requestor did not provide the Department with adequate information to assess how much time would be required.

Industry must include the work scope on the form. DOB will review any language work scope suggestions provided by the industry.

B. Inability to Conduct Inspections

I. We would like to discuss the procedure to follow to cancel an inspection the day of. This is an issue as employees may call out or tenants in the spaces may not be able to provide access.

Inspections can be cancelled up to forty-eight hours in advance.

II. Cursory Inspections

If a licensee is conducting an inspection, is it possible for the inspector to provide cursory comments for other areas of the project not included in the inspection scope?

No, the inspector can only comment on the area they are there for. The licensee may ask the inspector for another inspection to be added provided inspector has the time.

C. Fire Stop Affidavits

We would like to discuss the proper way to satisfy this requirement.

The plumber should upload a signed/sealed affidavit that the firestops were restored, as per Code.

D. Emergency Gas Restoration by the Utility

Recent requests for gas rough inspections in addition to gas finish when gas is restored by the utility.

If the job requires replacement of appliances, all gas should be shut off.

3. Plumbing Enforcement

When requesting an Advanced Notice inspection, will the licensee be required to provide a level of detail besides the normal requests? (For example: W/S underground, Sprinkler finish.)

The licensee should request any desired scope of work

4. Information Technology

A. DOB NOW: Build Issues

Microsoft Silverlite is an outdated program and Microsoft Explorer is being retired. Does the Department have plans to make changes to the system so that it can work on other internet browsers?

The following link explains how to get Inspections to work on the Chrome browser:
https://www1.nyc.gov/assets/buildings/pdf/dobnow_insp_google_chrome_extension_guide.pdf

B. PAA Changes

- When the registered design professional makes changes to the plans, the original plans disappear from the system. Does the Department still have the ability to view the original plans on their end?
- Under what conditions would the registered design professional be required to delegate the contractor of record the ability to view a PAA record?

DOB awaiting Industry examples for review and follow up.

C. Sign-Offs (also Development Unit)

When a licensee submits a request for sign-off and it is granted, they will receive an email. Sometimes the sign-off approval is not reflected in DOB NOW: Build and sometimes it is not reflected in the BIS. Are the sign-offs in each of these systems done manually? If so, what is the procedure for an owner/ registered design professional or a licensee to follow to request that this be completed?

The sign-off process should happen overnight. An owner, registered design professional or a licensee can utilize [Online Help Form](#) to follow up on a request.

D. Audits (also LAA Unit)

If a DOB NOW: *Build* LAA job is audited, the licensee has ten days to reply or the job will go into intent to revoke status. The licensee is forced to submit a PAA to the permit in order to address the audit. There should be a mechanism in place to provide a dialogue between the licensee and LAA auditors to determine if the issue can be resolved without the requirement for filing a PAA.

The [Online Help Form](#) can be utilized to communicate with DOB.

5. LAA Unit**A. Unwritten Policies**

We would like to discuss the requirement to add verbiage to permits that may spur an audit and require a PAA. For Example: Filing a Standpipe repair utilizing a PL license.

Once the first incorrect PAA is filed, another PAA with documented changes must be resubmitted within 10-15 days. The [Online Help Form](#) can be utilized to follow up on changes.

B. Supersede

Discussion of the process and possible issues.

I. Withdrawal

Discussion of the process.

DOB discussed the existing system process

6. Boiler Unit**A. Requirement: Installation of Caps on Existing Masonry Chimneys**

Per NYC FGC 503.5.4 for chimney terminations:

Termination caps shall not be permitted. A drain shall be installed in accordance with Section 801.21 of the New York City Mechanical Code. A positive means shall be provided to prevent water from entering the appliance.

Exception: Termination caps shall be permitted on listed factory-built chimney

If the manufacturer requires installation of a chimney cap, then it should be installed as per 2014 NYC Mechanical Code.

801.16 Flue lining. Masonry chimneys shall be lined. The lining material shall be compatible with the type of appliance connected, in accordance with the appliance listing and manufacturer's installation instructions.

Listed materials used as flue linings shall be installed in accordance with their listings and the manufacturer's installation instructions.

ARCHITECTS COUNCIL OF NYC, INC.

1. For an 'old Code' and/or MDL building, 6 stories or less, where the common gas riser was installed or replaced within the assembly of the stair enclosure under a permit and signed-off over 20 yrs. ago, may repair or relocate work be performed on the branch piping serving the cooking stoves in each apartment, without affecting the prior approval of the riser installation? Can a new branch line be installed if an apartment is sub-divided, or can branch valves or portions of the riser be replaced if found to be leaking, without needing to relocate the entire riser out of the stair enclosure assembly?

Buildings Bulletin 2013-006 - Technical addresses the issue.

2. What is the definition of **direct and continuing supervision** as it relates to gas work? When a 16-hour certified mechanic performs gas work, do they need *constant on-site in the work area* supervision from a licensed master plumber or can the LMP be elsewhere in the building? Can the LPM go off-site while the work is performed and make periodic inspections of the mechanic's work? If the supervision needs be *constant on-site in the work area*, can it be performed by a 5-year certified Journeyman Plumber with Gas Work Qualification?

New York City Administrative Code § 28-401.3 provides the definition for [Direct and Continuing Supervision](#).